

# WHINBURGH & WESTFIELD PARISH COUNCIL

Minutes of a Meeting of Whinburgh & Westfield Parish Council on Tuesday, 15 September 2015 at 7.30 p.m. in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

Present Councillors: Roland Terry (Chairman), Nick Anema, William Downes,  
Mark Hansell.  
Julian Gibson (Clerk)

- 1 **Apologies for absence.** It was **resolved** to accept the reasons for apologies for absence from Councillor Makinson and Councillor Whiteley.
- 2 **Declarations of interest.** None.
- 3 **Dispensations.** None.
- 4 **Public Participation Session.**
  - 4.1 **Breckland Council matters.** Breckland Councillor Pablo Dimoglou gave a brief report on activities at Breckland, saying that once again the budget was going to be an issue. His Council is considering holding on to the Rate Support Grant which it receives from the Government to be passed on to parish councils. He mentioned the recent decision by Greg Clark, Secretary of State for Communities and Local Government, to reject an appeal against the refusal of planning permission by Daventry District Council on the grounds that it would undermine the emerging local neighbourhood plan. These plans were, he said, becoming more a part of the planning process, although they involved a lot of work and a great deal of cost. Yaxham Parish council, of which he was also a member, had initially voted against developing a Neighbourhood Plan, but had recently reversed that decision. He acknowledged, though, that for a very small parish, like Whinburgh & Westfield, the cost would be prohibitive, even considering the grants available. Councillor Hansell pointed out that Daventry also had a finalised district plan, whereas Breckland did not, and so had the development been here the Minister's decision might not have been the same.
  - 4.2 A parishioner said he was present to see if anything would be said about the emerging proposals for development south of Dereham. The Chairman explained that, although it had responded at some length to Breckland Council's request for matters to be included in the scoping document, there was nothing on the agenda as there was nothing for the Council to discuss at this stage. When a planning application was submitted it would be discussed by the Council, and the agenda for this meeting would be published on the Council notice boards as usual. Councillor Dimoglou advised that the Breckland Planning Committee was due to discuss another substantial application at its meeting on Monday, and he suggested attending in order to gain experience of how these meetings were conducted.
  - 4.3 The Chairman said that he had found that although the Mobile Library no longer comes to the parish, but he had posted details of visits to neighbouring parishes on the notice boards. He had also put up details of the current bus services.
- 5 **Minutes.** The minutes of the meeting held on Tuesday, 18 August 2015 were **confirmed** and **signed**.
- 6 **Matters arising. [12] Bowls Club Licence.** The Chairman said he had still not heard back from the Club, and had chased them.
- 7 **Correspondence.** The following correspondence was **received**.
  - 7.1 Barclays Bank Plc: *Letter of apology*.
  - 7.2 Mid Norfolk Citizens' Advice Bureau: *Appeal letter*.

- 7.3 Planning Services, Breckland Council: *Letter re: contributions from developers for open space/pay equipment.*
- 7.4 *Clerks & Councils Direct* - September 2015.
- 7.5 Barclays Bank Plc: *Your Community Account Statement* - 1-28 August 2015.
- 7.6 Barclays Bank Plc: *Your Active Saver Account Statement* - 1-28 August 2015.
- 8 Planning.**
- 8.1 **3PL/2015/0948/F: New Place Barns, Dereham Road, Garvestone.** Application for Menage for personal use. The Clerk pointed out that the site for this development straddled the boundary between Garvestone and this Parish. It was **resolved** that the Council had no objection.
- 8.2 **3PL/2015/0742/O: Land adjacent Sundance, Shop Street, Whinburgh.** Erection of one & a half storey dwelling with detached garage. Planning permission dated 2 September 2015 was **received**.
- 9 Community Speedwatch.** The Council formally **confirmed** its agreement to Mr Gott setting up a Community Speedwatch group in the Parish.
- 10 Former Highway Surveyor's Land, Steggs Lane.** It was acknowledged that the trees here needed examining and possibly some surgery, but it was **agreed** that this was not the right season. The Clerk was asked to write to the neighbour accordingly.
- 11 Play Equipment.** The Chairman reported that Councillors Anema, Hansell, Whiteley and he had installed the matting beneath the equipment, and already the grass was starting to grow through. The Council thanked them for their work. The Chairman has now sent off the End of Grant report to Breckland Council. The Chairman added that they also laid some paving slabs to improve the pedestrian entrance to the playing field.
- 12 Benches.** The Clerk reported that he had seen a good offer to purchase two large 1800mm long classic benches made from maintenance-free recycled plastic for £750 excluding VAT, delivery free, and asked whether the Council would consider buying two to go somewhere on the playing field. The Council was quite enthusiastic about the idea, but felt that it would like to have the opportunity to see the product before making a commitment. The Clerk was asked to contact the supplier to see if this would be possible. When asked by the Chairman, Councillor Dimoglou said he would see if some form of funding was available, and would let the Clerk know.
- 13 External Auditor's report.** The External Auditor's "clean" report for the year ended 31 March 2015 was **received**. The Clerk will now arrange for the Annual Return and statutory notice to be displayed on the parish notice boards.
- 14 Exclusion of the Press and Public.** The Clerk advised that, in view of the nature of the next item, he did not advise that it was necessary to exclude the press and the public. This was **agreed**.
- 15 Former Highway Surveyor's Land, Garvestone.** The Clerk reported he had now received the Completion of Registration and an Official copy of the register of title for this land, which is registered under title number NK430646.
- 16 Finance.**
- 16.1 **Clerk's salary.** It was **resolved** that cheques numbered 100665 & 100666 totalling £633.91 (salary for 29 June 2015 to 27 September 2015: £633.91; Mileage Allowance Payment for 13 July 2015 to 7 September 2015: £44.47 of which £2.10 is the VAT element) to the Clerk and HM Revenue & Customs be signed. (*Local Government Act 1972 s. 112(2)*)

- 16.2 **Clerk's reimbursement.** It was **resolved** that cheque number 100667 for £25.78 (Postage & telephones: £25.76, VAT: £0.02) to the Clerk be signed, as reimbursement for items paid on behalf of the Council for 13 July 2015 to 7 September 2015. (*Local Government Act 1972 s 111*)
- 16.3 **Subscriptions.** It was **resolved** that cheque number 100668 for £33.60 (£28.00 + £5.60 VAT) to Getmapping PLC be signed, in settlement of invoice no. POL-2015-33ub110 for provision of mapping software. (*Local Government Act 1972 s. 111*)
- 16.4 **Field & Pavilion.** It was **noted** that Extra Energy had collected £71.10 (£67.71 + £3.39 VAT) by direct debit on 9 August in settlement of invoice no. 2580103 for electricity supplied. (*Local Government Act 1972 s. 111*)
- 16.5 **Monthly Financial Report.** The report for the month ended and 31 August 2015 was received.
- 17 **Matters for consideration at next meeting.**
- 18 **Next meeting.** It was **confirmed** that the next meeting will be on **Tuesday, 20 October 2015**, at 7.30 p.m. in Whinburgh & Westfield Pavilion, Whinburgh Playing Field, Shop Street, Whinburgh.

**Confirmed:**

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**Roland Terry, Chairman**

20 October 2015

Tuesday, 20 October 2015

Tuesday, 15 December 2015

Tuesday, 16 February 2016

Tuesday, 17 November 2015

Tuesday, 19 January 2016

Tuesday, 15 March 2016

Meetings will only be called if there is business to discuss which cannot wait until the following scheduled meeting date.